



Position:

Foundation Stage Class Teacher
LITTLEMOOR INFANT ACADEMY

Recruitment Pack





LITTLEMOOR INFANT ACADEMY





LITTLEMOOR INFANT ACADEMY

RECRUITMENT INFORMATION PACK

Contents

- Executive Head Letter
- Introduction to Littlemoor and Leger Education Trust
- Leger Education Trust Vision and Aims
- Application Process
- Vacancy Advertisement
- Job Description
- Person Specification



LITTLEMOOR INFANT ACADEMY

01 April 2019

Dear Applicant,

Thank you for your interest in this exciting position of Foundation Stage Class Teacher at Littlemoor Infant Academy. The successful candidate will have the opportunity to have a positive impact on many young people's lives. Within this application pack you will find a job description and person specification, as well as information on the academy and how to apply. I would strongly encourage you to visit our academy website on www.askernlittlemoor.co.uk and our twitter account @LittlemoorAcad, to see up to date information on life at Littlemoor.

The successful applicant will be assured of a well-considered induction to the Academy and support for your own professional development. We are looking for a person who is fully committed to making a difference, who has energy and determination, and wants to be part of a school where all staff work relentlessly to ensure that all pupils achieve their full potential.

Everyone at Littlemoor has a key role in our aim to be a vibrant school community where everyone feels safe and valued and their opinions are heard; where high quality learning experiences excite and challenge children to reach their true potential and become rounded and responsible citizens. You will join staff at the academy whom visitors unanimously comment on positively, highlighting their professionalism, friendliness and absolute commitment to our students. We are very much a school at the heart of the local area and 'staff have established strong links with families and the community'- Ofsted 2018.

You would be joining Littlemoor at a very exciting time in its development. As part of our journey, Littlemoor has recently joined a Multi Academy Trust, creating many opportunities for excellent professional development including the chance to train and work alongside teachers from across our Trust.

We hope that you feel Littlemoor will be the right school for you and you intend to apply for the role. We believe that it is a great place to work and that you will find this role rewarding and enjoyable. We would encourage you to arrange a visit to Littlemoor to meet all of the team.

Yours faithfully,

Carol Ann Turner
Executive Head



LITTLEMOOR INFANT ACADEMY

GENERAL INFORMATION FOR CANDIDATES

Askern Littlemoor Infant Academy is situated in the ex-mining village of Askern, approximately 10 miles North of Doncaster on the border of West and North Yorkshire and with easy access to both the A1 and the M62. Our catchment area includes Askern and the surrounding villages.

This outstanding infant school benefits from an attractive learning environment and extensive grounds. The school has recently converted to an academy and has joined the local Leger Education Trust. We are committed to providing a high quality education for pupils, regardless of ability, and we offer a wide range of learning experiences that will inspire, engage and motivate all learners, leading to success and achievement.

This is a special place to work in so many ways. Visitors to our school often comment on the welcoming atmosphere and the approachable, professional and committed staff. We are also very lucky to have dedicated and highly effective governors, supportive and caring parents and super children. We have excellent resources and facilities, which contribute to a high quality learning environment, both indoors and outdoors.

Through high-quality, rich learning experiences we are committed to ensuring that all children achieve their full potential in an exciting and inclusive learning environment in which they feel safe, happy and secure.

We pride ourselves on being a reflective school that values research and seeks opportunities to collaborate with other schools to strengthen pedagogy. Our expectations for our pupils and also ourselves are high, and as a result we are looking for a particular individual who can meet these expectations.

Please look at our website for further information: www.askernlittlemoor.co.uk as well as our very active twitter page: @LittlemoorAcad.

I hope you will consider joining us at this exciting time in our development and see for yourself what is 'special' about Askern Littlemoor Infant Academy and the Leger Education Trust.



LITTLEMOOR INFANT ACADEMY

Leger Education Trust

Our Vision

'Truly great students in truly great schools'



Our Aims

Our Aims will provide the framework for growth over the next 3 years across all academies within the Trust. The aims are:

- a. To ensure high quality education for the Leger Education Trust community, where our provision is, or aspires to be, consistently good or better.
- b. To improve the achievement of ALL students across the Trust and ensure consistency across all academies, key stages and subject areas.
- c. To ensure the quality of teaching and the curriculum is inspirational and accelerates students learning and progress.
- d. To ensure that all students can access high quality education, personal character development opportunities and skills for their next steps.
- e. To ensure consistent high quality practice across the Trust, whilst responding to the changing educational landscape and applying it to LET's context.

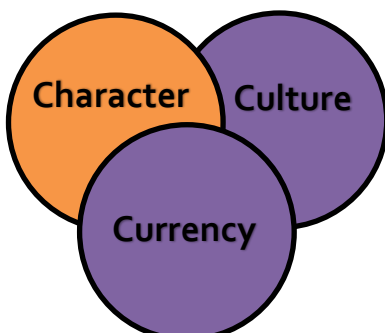
Our aims must be the foundation for school improvement. Rapid and sustained improvement occurs through the dedication and hard work of all stakeholders and a complete and relentless pursuit of excellence. Our journey within Leger Education Trust will be a real challenge and will require honesty, resilience, collaboration and determination. However, this challenge is reflected back in our vision to develop truly great students and truly great schools for every young person who attends Leger Education Trust.

Our Values

Our Values underpin all that we do towards achieving our vision and shape our core business which is the 'business of learning'. Students energy, hope and expectations will ensure that they leave the Trust as young adults who are fully prepared to take their place in an ever changing world. This world requires young people who are well qualified, creative, resilient, entrepreneurial and of well-rounded character. Our Values are centred around four key themes:

- Community
- Pride
- Ambition
- Responsibility

These values will create a learning environment which will challenge our students to stretch themselves academically, be socially responsible and are ready to make a positive impact on and in our community.



We are striving to develop young people who achieve excellent outcomes (currency) at each of the milestones, but do this in a positive, supportive and collaborative school culture. Uniquely, a key focus of the Trust will be on the character development of the young people ensuring they are well rounded individuals who are ready to take their place in the world. This character will shape their life chances, as well as enhancing their school life and the wider community. Truly great students are those where currency, culture and character are maximised.



LITTLEMOOR INFANT ACADEMY

Our Students

Our students will be the major stakeholder in our Trust and within our academies. They will be driven by our values and the expectations outlined below, whilst having a voice in shaping it's future and co-constructing the curriculum. Our students will be the leaders of tomorrow, championing diversity, engaging with local, national and global communities and leading the challenge of raising aspirations for all.

Students show sense of **COMMUNITY** by:

- Contributing to supporting others through charity work and altruistic behaviours.
- Having a moral awareness and appreciating how their actions impact on those around them.
- Celebrating the achievements of everyone within the Trust.
- Appreciating the learning environment and acting as ambassadors for the Trust.

Students have real **AMBITION** by:

- Setting high targets for themselves.
- Having high expectations of themselves and others.
- Learning about different pathways and futures for themselves.
- Being outward facing and embracing global opportunities.
- Engaging in and promoting positive lifelong learning activities.

Students take **PRIDE** by:

- Representing themselves and the Trust in wider learning experiences.
- Shaping the future of the Trust.
- Encouraging all to embrace healthy and safe lifestyles.
- Respecting themselves and others.

Students take **RESPONSIBILITY** by:

- Learning to value and celebrate diversity through curriculum and wider learning opportunities.
- Being seen as role models and supporting the academic and social development of others.
- Knowing how to achieve their goals and demonstrating the initiative and independence to reach them.
- Embracing challenges and persevering when finding this difficult.

1. A Strategic Three Year Plan

Six Areas of Focus

The three year plan will focus on the six areas which will achieve our vision of 'truly great students in truly great schools'.

High Quality Teaching & Learning

The quality of teaching and learning will always sit at the heart of the Trust. This is the fundamental process which changes lives of students within our community. Staff recruitment, development and training will focus on truly great teaching throughout every Academy.



LITTLEMOOR INFANT ACADEMY

Achievement

Achievement of all students in LET will be a key indicator of success. The progress across the age ranges within LET will be maximised by effective monitoring and intervention and robust academic transition processes. The Key Performance Indicators and termly progress meetings will ensure a laser sharp scrutiny of an academy's performance.

Financial Strategy

LET will ensure clear and transparent systems for financial effectiveness and value for money. The role of LET is to make efficient use of economies of scale and central support services that maximise the education of every student. A sustainable financial plan will be in place to support all schools to be fully resourced, have contingency funds, and meet the future needs of a changing educational landscape.

High Quality Governance

The quality of Governance across LET will ensure that expectations and standards are of the highest order. All members of Governance at all levels will be clear about their responsibilities and have access to relevant training and information to support their defined roles. Clear schemes of delegation define these levels of Governance and allow clear distinction between the strategic and operational responsibilities.

Character Development

The development of Character will be a fundamental part of what the MAT does to develop young peoples' preparedness for life beyond school. Each Academy will have a clear thread of character development which is rigorously monitored and recognised at all ages. The links with business and external organisations as well as CIAG will be crucial to this aspect as we ensure they have the wider skills to thrive.

Building Capacity

The focus on the recruitment, training and development of high quality staff will ensure outstanding provision for all students. The role of LET will be to ensure all the needs of all academies are met through a workforce which both challenges and supports. Key roles will initially meet the growing MAT's needs and then, as these needs develop, succession plans will be in place. Targeted CPD at all levels will ensure a highly skilled, up to date workforce.



LITTLEMOOR INFANT ACADEMY

The Application Process

Further details about Littlemoor Infant Academy can be found on the school website: www.askernlittlemoor.co.uk and also the twitter feed @LittlemoorAcad.

Completed application forms should be emailed to admin@askernlittlemoor.doncaster.sch.uk or by post to Mrs L Holland (Office Manager), Askern Littlemoor Infant Academy, Alfred Road, Askern, Doncaster, DN6 0PZ.

All applications submitted electronically will receive an email acknowledgement.

A telephone call will be made to shortlisted candidates, followed by an email detailing the interview process.

If you have not heard from us within 2 weeks of the closing date, please assume your application has been unsuccessful.

If you have any queries on any aspect of the application process or need additional information, please contact the academy.



LITTLEMOOR INFANT ACADEMY

Foundation Stage Class Teacher (MPS)

This post is temporary for one year initially.

The Head of School and Governors are looking to appoint an enthusiastic and highly motivated Foundation Stage Class Teacher who would make an outstanding contribution to the education and lifelong learning of our pupils. You will be passionate about teaching EYFS pupils, committed to ensuring each pupil achieves to their potential, with high standards of both yourself, your pupils and your colleagues and with outstanding knowledge of the EYFS curriculum.

Applications are welcome from teachers at any stage in their career, including newly qualified teachers, for whom the school runs a comprehensive induction and development programme. The successful candidate will join an innovative and progressive team in a popular and successful academy.

Askern Littlemoor Infant Academy is a good school in the north of Doncaster. We provide an engaging and inspirational curriculum which aims to foster curiosity and a passion for learning so that children may develop into lifelong learners.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to an enhanced DBS check.

Prospective candidates are encouraged to visit the school. To make an appointment please ring the school office on 01302 701353.

Application forms should be accompanied by a letter of application and must be received by the closing date of **Monday 29th April 2019 (Midday)**, shortlisting will take place later that same day. Interviews will be held on Tuesday 7th May 2019.



LITTLEMOOR INFANT ACADEMY

Job Description Teacher

Job Title:	Teacher
Grade:	Standard National scale in line with the current School Teachers' Pay and Conditions document
School:	Askern Littlemoor Infant Academy
Responsible to:	The Executive Head, Head of School and Local Governing Body

Main purpose of the post

- Work as a member of the team to ensure a high standard of education provision for pupils.
- To be an excellent classroom practitioner and lead by example at all times.
- Actively participate in whole school self-evaluation and school improvement planning.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school.
- Undertake duties of a teacher as specified within the school.
- Work with colleagues to monitor children's progress and attainment and continue to raise standards.
- Be responsible for leading and co-ordinating curriculum development, planning, teaching and learning within key stage assessments, to have a thorough grasp of the national curriculum and seek to raise attainment.
- Make a positive contribution to the wider life and ethos of the school.
- Develop effective professional relationships with all key stakeholders including colleagues/parents/partners/external bodies and the wider community.
- Demonstrate consistent high standards of personal and professional conduct, acting within the statutory frameworks which set out their professional duties and responsibilities.

Specific Responsibilities - Leading, Teaching and Learning

- To consistently provide high standard teaching, curriculum planning to extend and build pupils knowledge.



LITTLEMOOR INFANT ACADEMY

- Be responsible for the teaching of pupils, developing a stimulating and challenging learning environment which secures effective learning and provides high standards of achievement.
- To have excellent subject knowledge and use imaginative teaching strategies that match individual needs and engage pupils in challenging tasks.
- To assist with the development and enhancement of the classroom practices in all curriculum areas.
- Ensure that the curriculum is broad and balanced and meets the needs, aptitudes and interest of pupils, promoting successful progression within the key stage.
- To work with teachers within the key stage to provide high quality learning setting high expectations and establishing a stimulating environment for pupils.
- To know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements.
- Manage behaviour effectively to ensure a good and safe learning environment, establish a framework for discipline with a range of strategies.
- Demonstrate an ambitious vision for the school and strive for high expectations for every pupil by setting high standards and leading by example in all areas of work.
- Ensure that a consistent approach to policies and procedures is adhered to.
- Work effectively at all times with the governing body, parents, members of staff and other schools as representative of the school.
- To focus on improving teaching and learning to pursue excellence for the school.
- To effectively manage and deploy support staff, financial and physical resources within the key phase to support the delivery of the curriculum.
- Ensure that deadlines are met on a timely basis.

Safeguarding

- To acknowledge that the safeguarding of pupils is at the forefront of the School and to continually promote safeguarding on a daily basis.
- To be continually alert to any behaviour which is a cause for concern.
- To comply with the school safeguarding policies ensuring that they are used as a live document of everyday life in the school.
- To report any concerns, rumours, inappropriate behaviour to either the head teacher, any member of SLT or the DSL.



LITTLEMOOR INFANT ACADEMY

- To promote a culture of raising concerns and supporting pupils and colleagues to bring any concerns to the attention of any SLT member in the school.
- To champion a culture of safeguarding children in every duty that you undertake, making sure that appropriate policies in school are followed at all times.
- To understand, uphold and continually champion Fundamental British Values in the school, modelling the behaviours that as a school we value.
- To challenge any behaviour that is in contrast to the Fundamental British Values.

Conditions of Employment

The Post holder's duties must be carried out in compliance with the school's policies and procedures including child protection procedures, Equal Opportunities, the Health and Safety at Work Act (1974), and subsequent health and safety legislation.

These duties and responsibilities should be regarded as neither exclusive nor exhaustive as the post holder may be required to undertake other reasonably determined duties and responsibilities that are commensurate with the level of the post.

This role of this post is undertaken in Regulated Activity.



LITTLEMOOR INFANT ACADEMY

PERSON SPECIFICATION – Class Teacher

	Essential	Desirable	How Assessed
Qualifications:			
Degree and Teaching Qualification	✓		Application form
Enhanced DBS	✓		Application form
Ongoing CPD portfolio	✓		Application form
Further degree or diploma		✓	Application form
Knowledge, Skills and Abilities			
An experienced and strong classroom practitioner	✓		Application form and at interview
Understanding of the characteristics of high quality teaching and effective learning	✓		Application form and at interview
Ability to work within an effective team	✓		Application form and at interview
Excellent written, verbal and non-verbal communication skills	✓		Application form and at interview
Ability to see tasks through to a successful conclusion	✓		Application form and at interview
Ability to work under pressure, meet tight deadlines and pay attention to detail	✓		Application form and at interview
High level of interpersonal skills with the ability to maintain a positive profile with pupils, staff and parents	✓		Application form and at interview
Good ICT skills	✓		Application form and at interview
Evidence of having had a positive impact on lives of young people	✓		Application form and at interview
Personal and Professional Skills and Attributes:			
Patient and persistent	✓		Application form and at interview
Tactful, respectful and sensitive to the needs of others	✓		Application form and at interview
Enthusiastic with a positive and optimistic outlook and a sense of humour	✓		Application form and at interview
Committed to excellence	✓		Application form and at interview
Tactful, respectful and sensitive to the needs of others	✓		Application form and at interview
Hard working with high expectations of self	✓		Application form and at interview
Ability to establish relationships with internal and external stakeholders	✓		Application form and at interview
Ability to work effectively as a member of a team and display excellent interpersonal skills	✓		Application form and at interview
First class communication skills on all levels	✓		Application form and



LITTLEMOOR INFANT ACADEMY

			at interview
Highly organised, motivated and enthusiastic	✓		Application form and at interview
High professional and personal standards	✓		Application form and at interview
A commitment to working to strict deadlines	✓		Application form and at interview
Willingness to play a part in the wider life of the Academy	✓		Application form and at interview
Other:			
Must satisfy relevant employment checks	✓		Documentary evidence

Requirements from confidential references:

	Essential
Written reference(s) only	✓
Confirmation of professional and personal knowledge, skills and abilities	✓
Positive recommendation from current employer or other appropriate persons.	✓
Good health and attendance record	✓

Leger EducationTrust will require the appointed candidate to gain satisfactory relevant background checks in accordance with safer recruitment guidelines; this will include an Enhanced (with Barred) Disclosure check.